

REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011



REPLY TO THE ATTENTION OF:

SE-5J

# CERTIFIED MAIL RETURN RECEIPT REQUESTED

Jim Echols
Vice President of Human Resources
Collis Inc.
3501 S. Tulsa
Fort Smith, Arkansas 72906
RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2

Jim Echols Vice President of Human Resources Colllis Inc. 3501 S. Tulsa Fort Smith, Arkansas 72906 (479) 646-1651

Michael J. Rowley Assistant General Counsel Crown Cork and Seal Company, Inc. One Crown Way Philadelphia, PA 19154 (215) 552-3756

Precision Twist Drill Co./Sandvic Mining and Construction Corp. c/o John McAleese
Morgan Lewis
1701 Market Street
Philadelphia, PA 19102
(215) 963-5094

United States Steel c/o Andrew G. Thiros Attorney -Environmental United States Steel Corporation Suite 1500 600 Grant Street Pittsburgh, PA 15219-2800

Wyman Gordon c/o Roger Cooke Senior Vice President and General Counsel Precision Castparts Corp. 4650 SW Macadam Ave., Suite 400 Portland, Oregon 97239 503 946-4812

ATTENTION: Legal Department/ Counsel for Corporation Du-Tone Corporation 1208 Greenfield Avenue Waukegan, Illinois 60085 Felt Products Mfg. Co. c/o Brett Pynnonen Senior Vice President, General Counsel and Chief Compliance Officer Federal-Mogul Corporation World Headquarters 26555 Northwestern Highway Southfield, Michigan 48033 248-354-9813

Office of the General Counsel Ford Motor Company One American Road, Dearborn, MI 48126

Furnas Electric Co. c/o Kim Lem Siemens Corporation 153 East 53rd Street New York, NY 10022-4611 (732) 321-3100

Ravi Ramalingam Counsel General Mills, Inc. Number One General Mills Boulevard, M4-F Golden Valley, MN 55426



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

APR 2 1 2011

REPLY TO THE ATTENTION OF:

SE-5.I

#### <u>CERTIFIED MAIL</u> RETURN RECEIPT REQUESTED

RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

The United States Environmental Protection Agency (EPA) in cooperation with the Illinois Environmental Protection Agency has been conducting response actions to address contamination at the U.S. Scrap Site in Chicago, Illinois. EPA took these actions under authority of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), 42 U.S.C. § 9601 et seq., as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA), Pub. L. 99-499 100 Stat. 1613 (1986). Prior to undertaking these response actions, EPA determined that there was a release or threatened release of hazardous substances from the U.S. Scrap Site. The EPA undertook the response actions using monies authorized by CERCLA, as amended.

During the response, EPA undertook several actions at the Site. They included the following:

- 1) Repair of security fence, as necessary, to deter public use.
- 2) Installation of sheet piling along the eastern and southern borders of the Site to minimize off-site migration of contaminated liquids.
- 3) Installation of interceptor trenches along the eastern and southern borders of the Site to collect liquids which pool at or near the surface.
- 4) Removal and disposal of liquids collected from the trenches which contain hazardous substances, including hazardous waste, as defined in 40 C.F.R. Part 261, and polychlorinated biphenyls (PCBs), as defined in 40 C.F.R. Part 761.

- 5) Conducting additional characterization and extent of contamination sampling and analysis, as needed, to determine the potential for off-site impacts from the wastes at the Site.
- 6) Removal and disposal of PCB, SVOC, metals and chlorinated-solvent contaminated soils which exceed regulatory levels for hazardous waste, as necessary.

Response costs associated with this Site have been incurred by EPA. The approximate EPA response costs identified up to February 28, 2011, for the above referenced Site are \$2,256,565.52. A summary is enclosed.

Information available to EPA indicates among other things that you are potentially responsible for the release, or threat of release, of hazardous substances from the Site. Pursuant to the provisions of Section 107(a) of CERCLA, and based on evidence currently available to the Agency, EPA believes that you may be liable for the payment of all costs incurred by EPA in connection with the Site. The potentially responsible parties (PRPs) are jointly and severally liable for the whole amount. Partial payments will not release the payor of liability for payment of the rest of the costs that are owed to EPA. Limiting language on the check or in accompanying letters will be considered to be advisory only and will not be considered as placing conditions on the amount paid or as limiting liability on other costs demanded in this letter.

Such payment must be made by a cashier's or certified check made payable to the "U.S. EPA Hazardous Substance Superfund", which is established by the Internal Revenue Code, 26 U.S.C. § 9507, and administered by EPA. Please send your check to U.S. EPA, Superfund Payments, Cincinnati Finance Center, P.O. Box 979076, St. Louis, Missouri, 63197-9000. Place the following Site Identification Number on the check: SSID 05Z8. Please send a copy of your payment check to William Messenger, Chief, Enforcement Services Section, U.S. EPA, Region 5, Superfund Division (SE-5J), 77 W. Jackson Blvd., Chicago, Illinois 60604, and to the Office of Regional Counsel, U.S. EPA, Region 5 (C-14J), 77 W. Jackson Blvd., Chicago, Illinois, 60604.

We hereby demand that you make restitution by payment of the amount in this letter expended by the Agency in connection with the Site pursuant to authority of CERCLA, as amended. Pursuant to Section 107(a) of CERCLA, as amended, interest shall begin accruing as of the date of this demand, if payment is not received within thirty (30) days of the date of this letter.

If you desire to discuss your liability with EPA, please contact Maria Gonzalez, Associate Regional Counsel, in writing no later than thirty (30) days after the date of this letter. Ms. Gonzalez may also be reached by phone at (312) 886-6630. If we do not receive a response from you within this time frame, EPA will assume that you have declined to reimburse the Fund for the Site expenditures, and pursuant to CERCLA, EPA may pursue civil litigation against you to recover all of its costs, with interest.

The names of other PRPs receiving this request for payment are enclosed with this letter to facilitate organization among the identified parties concerning payment. PRPs should attempt to

work out an allocation among themselves to apportion costs; however, whatever allocation system the PRPs develop among themselves, EPA considers all PRPs to this Site jointly and severally liable for the amounts demanded in this letter until all costs are reimbursed or an appropriate settlement is achieved pursuant to Section 122(h) of CERCLA.

Sincerely,

Male North of fr Linda Nachowicz, Chief

Emergency Response Branch 2

# U.S. SCRAP SITE LIST OF POTENTIALLY RESPONSIBLE PARTIES RECEIVING DEMAND LETTER

Standard T. Chemical Company, Inc., c/o The PrenticE-Hall Corporation System, Inc. 2730 Gateway Oaks Dr. Ste 100 Sacramento, CA 95833-3503

The Glidden Company, c/o CT Corporation system 208 S. La Salle St. STE 814 Chicago, IL 60604-1101

Crown Cork & Seal Company, Inc., c/o CT Corporation System 208 S. La Salle St. STE 814 Chicago, IL 60604-1101

Brightly Galvanized Products, Inc., c/o Mark G. Toljanic 2215 York Rd STE 550 Oak Brook, IL 60523-4013

Collis Company c/o William Collis 21350 Coolidge Hwy Oak Park, MI 48237-3204

USX Corporation c/o Prentice Hall Corporation 33 N. Lasalle St. Chicago, IL 60602-2603

Sovereign Specialty Chemicals Inc. (Pierce & Stevens Chemical Co.) c/o Prentice Hall Corporation 33 N. Lasalle St. Chicago, IL 60602-2603

Veniculum Inc. c/o United States Corporation Co. 33 N La Salle St. Chicago, IL 60602-2603

Wyman Gordon Company c/o CT Corporation system 208 S. La Salle St. STE 814 Chicago, IL 60604-1101

Hausner Hard Chrome 11 S. Dunton Ave. Arlington Heights, IL 60005-1401

General Mills, Inc. c/o CT Corporation System 208 S. La Salle St., STE 814 Chicago, IL 60604-1101

Ford Motor c/o CT Corporation System 208 S. La Salle St., STE 814 Chicago, IL 60604-1101

Furnas Electric Co. c/o CT Corporation System 208 S. La Salle St., STE 814 Chicago, IL 60604-1101

Smurfit-Stone Container Corporation c/o Corporate Creations Network 1443 W Belmont Ave., STE C Chicago, IL 60657-2110

Precision Twist Drill Co. c/o CT Corporation System 208 S. La Salle St., STE 814 Chicago, IL 60604-1101

Clare, Inc. c/o National Registered Agents, Inc. 303 Congress St. Fl.2 Boston, MA 02210-1002 Institute of Gas technology Paul G. Cromek 1700 S Mount Prospect Rd. Des Plaines, IL 60018-1804

Felt Products Manufacturing 801 Adlai Stevenson Dr. Springfield, IL 62703-4261

E.I. Dupont CT Corporation 208 S. La Salle St., STE 814 Chicago, IL 60604-1101

Du Tone Corporation Prentice Hall Corporation 33 N. La Salle St. Chicago, IL 60602-2603

# Itemized Cost Summary U.S. SCRAP, IL, IL SITE ID = 05 Z8

Costs From 03/23/1992 Through 02/28/2011.

REGIONAL PAYROLL COSTS	\$93,378.37
HEADQUARTERS PAYROLL COSTS	\$24.15
REGIONAL TRAVEL COSTS	\$1,714.80
EMERGENCY REMOVAL CLEANUP (ERC) CONTRACT	
PEDCO ENVIRONMENTAL, INC/IT ENVIRONMENTAL (68-01-6894)	(\$706.12)
ENFORCEMENT SUPPORT SERVICES (ESS) CONTRACT	
SCIENCE APPLICATIONS INT'L CORP. (68-W0-0091)	\$2,971.53
DYNAMAC CORPORATION (68-W4-0015)	\$1,642.56
ENVIRONMENTAL RAPID RESPONSE SERVICES (ERRS)	
ENVIRONMENTAL QUALITY MANAGEMENT (68-S5-0306)	\$1,217,307.27
FIELD INVESTIGATION TEAM (FIT) CONTRACT	
CH2M HILL (68-01-6692)	\$19,030.42
ECOLOGY AND ENVIRONMENT (68-01-7347)	(\$1,378.83)
INTERAGENCY AGREEMENT (IAG)	
DEPARTMENT OF JUSTICE (DW15653201)	\$246.42
DEPARTMENT OF JUSTICE (DW15796801E)	\$322.41
DEPARTMENT OF JUSTICE (DW15796801F)	\$1.95
SUPERFUND TECH. ASSISTANCE & RESPONSE TEAM (START)	
STN ENVIRONMENTAL JOINT VENTURE (EPS50603)	\$62,011.89
TECHNICAL ASSISTANCE TEAM (TAT) CONTRACT	
ECOLOGY AND ENVIRONMENT, INC. (68-W0-0037)	\$32.00
TECHNICAL ENFORCEMENT SUPPORT (TES) CONTRACT	
TECHLAW (68-W0-0001)	\$5.32
PLANNING RESEARCH CORPORATION (68-W9-0006)	\$4.54
TECUNICAL SEDVICE AND SUDDODT	

#### **TECHNICAL SERVICE AND SUPPORT**

Report	Date:	03/1	4/201	1

### Itemized Cost Summary

## U.S. SCRAP, IL, IL SITE ID = 05 Z8

### Costs From 03/23/1992 Through 02/28/2011.

ARCTIC SLOPE REGIONAL CORP(ASRC) (68-W0-1002)	\$41.08
ASRC MANAGEMENT SERVICES, INC. (EPW05052)	\$752.28
CONTRACT LAB PROGRAM (CLP) COSTS	
FINANCIAL COST SUMMARY	(\$62.25)
MOCELL ANEOLIS COSTS /MS\	\$1.854.00
MISCELLANEOUS COSTS (MIS)	\$1,054.00
EPA INDIRECT COSTS	\$857,371.73
Total Site Costs:	\$2,256,565.52

From: Mila Bensing 77 W. Jackson Blvd Chicago, IL 60604

Date: 06/14/2011

**UPS** Express Deliver

TO:

10 Address listed below:

Jim Echols #1
Vice President of Human Resources
Colllis Inc.
3501 S. Tulsa
Fort Smith, Arkansas 72906
(479) 646-1651

Michael J. Rowley #2 Assistant General Counsel Crown Cork and Seal Company, Inc. One Crown Way Philadelphia, PA 19154 (215) 552-3756

Precision Twist Drill Co./Sandvic Mining and Construction Corp. #3 c/o John McAleese
Morgan Lewis
1701 Market Street
Philadelphia, PA 19102
(215) 963-5094

United States Steel #4 c/o Andrew G. Thiros Attorney -Environmental United States Steel Corporation Suite 1500 600 Grant Street Pittsburgh, PA 15219-2800

Wyman Gordon #5 c/o Roger Cooke Senior Vice President and General Counsel Precision Castparts Corp. 4650 SW Macadam Ave., Suite 400 Portland, Oregon 97239 503 946-4812 ATTENTION: Legal Department/ Counsel for Corporation #6

Du-Tone Corporation 1208 Greenfield Avenue Waukegan. Illinois 60085

Felt Products Mfg. Co. #7
c/o Brett Pynnonen
Senior Vice President, General Counsel and Chief Compliance Officer
Federal-Mogul Corporation
World Headquarters
26555 Northwestern Highway
Southfield, Michigan 48033
248-354-9813

Office of the General Counsel #8
Ford Motor Company
One American Road,
Dearborn, MI 48126

Furnas Electric Co. #9 c/o Kim Lem Siemens Corporation 153 East 53rd Street New York, NY 10022-4611 (732) 321-3100

Ravi Ramalingam #10 Counsel General Mills. Inc. Number One General Mills Boulevard, M4-F Golden Valley. MN 55426



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF:

SE-5J

# CERTIFIED MAIL RETURN RECEIPT REQUESTED

Jim Echols
Vice President of Human Resources
Colllis Inc.
3501 S. Tulsa
Fort Smith, Arkansas 72906
RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Michael J. Rowley
Assistant General Counsel
Crown Cork and Seal Company, Inc.
One Crown Way
Philadelphia, PA 19154
RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincer**e**lv.

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

<u>CERTIFIED MAIL</u> <u>RETURN RECEIPT REQUESTED</u>

Precision Twist Drill Co./Sandvic Mining and Construction Corp. c/o John McAleese, Morgan Lewis 1701 Market Street Philadelphia, PA 19102 RE: U.S. Scrap Site ID # 05Z8 Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely,

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF SE-5J

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

United States Steel
c/o Andrew G. Thiros,
Attorney -Environmental
USS Corporation \_Suite 500
600 Grant Street
Pittsburgh, PA 15219-2800

RE: U.S. Scrap Site ID # 05Z8

**Demand Letter** 

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

<u>CERTIFIED MAIL</u> RETURN RECEIPT REQUESTED

Wyman Gordon, c/o Roger Cooke
Senior V P and General Counsel
Precision Castparts Corp.
4650 SW Macadam Ave., Suite 400
Portland, Oregon 97239
RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF:

SE-5J

<u>CERTIFIED MAIL</u>
RETURN RECEIPT REQUESTED

Attn: Legal Department/ Counsel for Corporation
Du-Tone Corporation
1208 Greenfield Avenue
Waukegan, Illinois 60085
RE: U.S. Scrap Site ID # 05Z8
Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF SE-5J

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Felt Products Mtg. Co. c/o Brett Pynnonen Senior. Vice President, General Counsel and Chief Compliance Officer Federal-Mogul Corporation., World HQ 26555 Northwestern Highway Southfield, Michigan 48033 KE: U.S. Scrap Site ID # 05Z8 Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely,

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

<u>CERTIFIED MAIL</u> <u>RETURN RECEIPT REQUESTED</u>

Office of the General Counsel
Ford Motor Company
One American Road,
Dearborn, MI 48126

RE: U.S. Scrap Site ID # 05Z8 Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely,

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

<u>CERTIFIED MAIL</u> <u>RETURN RECEIPT REQUESTED</u>

Furnas Electric Co. c/o Kim Lem Siemens Corporation 153 East 53rd Street New York, NY 10022-4611

RE: U.S. Scrap Site ID # 05Z8

Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2



REGION 5 77 WEST JACKSON BOULEVARD CHICAGO, IL 60604-3590

JUN 1 4 2011

REPLY TO THE ATTENTION OF: SE-5J

<u>CERTIFIED MAIL</u> RETURN RECEIPT REQUESTED

Ravi Ramalingam
Counsel
General Mills, Inc.
No: One General Mills Boulevard, M4-F
Golden Valley, MN 55426

RE: U.S. Scrap Site ID # 05Z8 Demand Letter

Dear Sir or Madam:

Enclosed please find a demand letter from the U.S. Environmental Protection Agency for the U.S. Scrap Site in Chicago, Illinois, that was addressed to a registered agent on April 21, 2011. We have not received a response from you and/or understand that your office has not received this. Accordingly we are redirecting it to your address.

Please do not hesitate to contact Maria Gonzalez, Associate Regional Counsel, at (312) 886-6630, if you have questions or comments or would like to discuss this matter further.

Sincerely.

Linda Nachowicz, Chief

Emergency Response Branch 2

RUSH

## REGION 5 CONCURRENCE SHEET (ORC)

RUSH

Fill in blanks with the 4 digit Si	uperfund Site ID # + th	e2 letter action Code	unu ine 2 uign 00 toue,
CONTROL NO. (if applicable	):		<del></del>
Originator	Gonzalez	)MGH	Date 6/9/11 Date 6/10/11
Section Chief	(Leo	) <u>KHS</u>	_Date_ \( \setminus 10   11
Branch Chief: please check	statute		,
COHEN [DCAA]			
KYTE [□ CERCLA, □ CAA112(			
LUPTON [ CWA, SDWA, C			
NELSON [□ RCRA, □ TSCA, □ I	FIFRA, □ EPCRA-313]		Date
Deputy Regional Counsel	(Frey	)	Date
Regional Counsel	(Kaplan	)	
	_	_	•
NAME OF DIVISION SAssigned Staff Person Division Director) ESS #1 Oh Other ERB # 2 Ohi ef  NAME OF DIVISION Assigned Staff Person Division Director	_	_	
(Please indicate name of appro NAME OF DIVISION S Assigned Staff Person Division Director ) ESS #1 Ch Other ERB # Z Chi ef  NAME OF DIVISION Assigned Staff Person Division Director Other OFFICE OF THE REGIO	SUPERFUND (M. BENSIN Uf C. ROPSK (L. NACHOW) (	) MVB for 1 ) MVB	Date <i>6/i3/i/</i> Date_ <i>6/i3/i/</i> Date_ <i>6/ii/ /i</i> /
NAME OF DIVISION SAssigned Staff Person Division Director) ESS #1 Of Other ERB # 2 Of i ef  NAME OF DIVISION Assigned Staff Person Division Director Other  OFFICE OF THE REGIO	SUPERFUND (M. BENSIN Uf C. ROPSK (L. NACHOW) (	) MVB for 1 ) MVB	Date
NAME OF DIVISION S Assigned Staff Person Division Director ) ESS */ Oh Other ERB # Z Ohi ef NAME OF DIVISION Assigned Staff Person Division Director Other	SUPERFUND  (M. BENSIN  MG C. ROPSK  (L. NACHOW)  ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( (	) MVB for 1 ) MVB	Date <u></u>
NAME OF DIVISION Sassigned Staff Person Division Director) ESS #1 Oh Other ERB # 2 Ohi ef  NAME OF DIVISION Division Director Division Director Other DEFICE OF THE REGIO Divity Regional Administrator Define Regional Administrator Define Regional Administrator	SUPERFUND  (M. BENSIN  UP (C. POPSK  (L. NHOHOW)  (Mathur	) MVB for 1 ) MVB	Date 6/3/11 Date 6/3/11 Date 6/14/11  Date Date Date Date Date Date Date Date
NAME OF DIVISION Sussigned Staff Person Division Director) Ess #1 Of Division Director DIVISION Susigned Staff Person Division Director THE REGIO PERSON DIVISION DIRECTOR DEFICE OF THE REGIO PERSON DIVISION DIVISION DIRECTOR DEFICE OF THE REGIO PERSON DIVISION DIVISIONI DIVISION DIVISIONI D	SUPERFUND  (M. BENSIN  UP (C. POPSK  (L. NHOHOW)  (Mathur	) MVB for 1 ) MVB	Date
NAME OF DIVISION SAssigned Staff Person Division Director ) ESS #1 Chr Other ERB # 2 Christ  NAME OF DIVISION Assigned Staff Person Division Director Other  DEFICE OF THE REGIO Deputy Regional Administrator	(Mathur (Hedman () This requirement for assuring that document	RATOR  1998, mandates the became effective Jaments are in plain I	Date 6/3/1/ Date 6/3/1/ Date 6/3/1/ Date 6/14/1/  Date Date Date Date Date Date Date Anuary 1, 1999. Originate anguage. All other review

#### Plain Language Checklist

Write in the active voice. When you use the active voice, the subject of the sentence acts: "EPA issued the permit to X." When you use the passive voice, the subject of the sentence is acted upon: "The permit was issued to X." If you can ask "By whom?" or "By what?" after the verb, the verb is in the passive voice. A passive verb has a form of the verb "to be" (am, is, are, was, were, be, being, been) plus a main verb usually ending in "en" or "ed."

Use action verbs. Use base verbs instead of nouns derived from verbs.

Don't Say	Say	Don't Say	Say
is applicable to	applies to	make payment	pay
give consideration to	consider	take action	act

Use personal pronouns to represent the reader and to refer to EPA. For example, "The United States Environmental Protection Agency (EPA, we) is issuing an order to X (you, your). We are offering you..."

Write short sentences to aid comprehension. Put one main thought in most sentences. Divide a long sentence into two or three short sentences. Remove all unnecessary words. If there are several conditions or subordinate provisions, make a list.

Omit surplus words and redundancies. Question the need for each and every word.

Don't Say	Say	Redundancies
for the period of	for	true and correct
in order to	to	cease and desist
in the event that	if	order and direct

Place words carefully to reduce ambiguity. Keep subjects and objects close to verbs. Put modifying phrases and words such as "only" and "always" next to the word they modify. She only said that he hired her. " She said that only he hired her. She said that he hired only her.

Be consistent. Don't use different words to refer to the same thing (car, vehicle, automobile).

Limit your use of abbreviations and capital letters. Use abbreviations only to refer to terms that are central to the document. Do not abbreviate terms that you only use a few times. Use capital letters to begin sentences and proper names and for headings. You should reconsider all other uses.